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OFFICE OF FINANCE STAFF MEETING MINUTES

14 July 1982

A. Notes Based on DDA Staff Meetings:

1. During the period 12 through 23 July 1982 the Federal Cleanup Campaign will be held in the Agency.

2. A film of President Reagan's 23 June 1982 visit to the HQS. Building for the signing of the Intelligence Identities Protection Act will be shown in the HQS. Auditorium on Thursday, 15 July, at 11:30 a.m., 12:15 p.m., and 1 p.m. Approximate length of film is 20 minutes.

B. Item from Mr. Sherman:

Mr. Sherman reported he is sending a paper to the DDA on Office of Finance's FY 1982 Unfunded Requirements.

C. Around-the-table:

25X1 1. [] reported no exchange equalization was recorded in the general ledger as of 30 June in NE Division for Class B's. Also the outstanding net balance for Class A's was \$8,000, down considerably from the highs reported for the first quarter months of the C.Y.

25X1 2. [] reported attending, with 10 other Finance representatives, a briefing by the ODP Systems Development Group on the LIMS Functional Requirements Document. Copies of the Document were distributed to personnel to be reviewed with Finance reviewing payment, receiving, modules, etc., with a response date of 23 July.

25X1 3. [] reported some Class A finance officers are keeping large amounts of cash on hand. Corrective action is being taken.

25X1 4. [] reported additional money requested for construction
25X1 at [] amounting to \$445,000.

25X1 5. [] reported delinquent advance accounts (GL 1411) were down 39 cases and T/A's (GL 1452) were down 4. Also reported will have to defer the running of the next GAS Workshop.

25X1 6. [] reported he is working on the paper for the
Keith Hall briefing on travel.

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